

WARWICK TOWNSHIP
Board of Supervisors' Public Work Session Meeting Minutes
JUNE 4, 2007

Members Present: Judith A. Algeo, Esq., Chair
Edward P. Thompson, Vice Chairman
John Cox, Member

Others Present: Gail Weniger, Township Manager
Dave Connell, P.E., Township Engineer
Mary Eberle, Esq., Township Solicitor
Tom Scott, Assistant Manager
Linda Grant, Recording Secretary

■ **CALL TO ORDER:**

The Warwick Township Board of Supervisors' June 4, 2007 public meeting, held at Warwick Township Administration Office, 1733 Township Greene, Jamison, PA., was called to order at 7:05 p.m., by Chair, Judith Algeo, who then led attendees in the pledge of allegiance.

■ **APPROVAL OF MINUTES:**

⇒ May 21, 2007 public meeting minutes (exhibit)

**Motion by Mr. Thompson to approve the minutes of May 21, 2007, as submitted.
Second to motion by Mr. Cox.**

Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

■ **EXECUTIVE SESSION:**

Chair Algeo reported that the Board of Supervisors' had met in executive session prior to this evening's meeting to discuss matters of personnel and matters of litigation. Ms. Algeo also reported that the Board had an Executive Session with the Water and Sewer Authority Board on Friday, June 1st at 8:00 a.m. The next meeting with the Water and Sewer Authority Board is scheduled for August 3.

■ **ANNOUNCEMENTS:**

Ms. Algeo announced that the next Board of Supervisors' public meeting will be held at the Moland House.

■ **CITIZENS' COMMENTS:** There was no citizens' comment.

June 4, 2007
page 2 of ten pages

■ **MANAGER'S REPORT:**

⇒ Planning Commission Resignation - Kevin Wolf (exhibit)

Ms. Weniger reported that Mr. Wolf has been appointed to the Zoning Hearing Board, taking the position left vacant by Supervisor John Cox and as a result needs to resign from the Planning Commission. Mr. Wolf stated in his letter that he has served the Township for twelve years and appreciates the opportunities to serve the citizens of Warwick Township.

**Motion by Mr. Thompson to accept the resignation of Kevin Wolf from the Warwick Township Planning Commission.
Second to motion by Mr. Cox.**

Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously

Ms. Algeo asked Ms. Weniger to relay to Mr. Wolf, the Board's gratitude for all his work over the years.

⇒ Financial Advisory Committee Resignation – Fred Powell (exhibit)

Ms. Weniger reported that Mr. Powell has not been able to commit to the level he would like because of his job and is therefore, resigning. Mr. Powell notes that if his situation changes at a later time, he would like to be reconsidered for a position on the committee again.

**Motion by Mr. Thompson to accept the resignation of Fred Powell from the Warwick Township Financial Advisory Committee.
Second to motion by Mr. Cox.**

Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously

Ms. Algeo asked that Ms. Weniger relay thanks to Mr. Powell from the Board of Supervisors.

⇒ Police Officer Resignation - Officer Stephen Czaplicki (exhibit)

Ms. Weniger reported that officer Czaplicki is moving to another state and is submitting his resignation, as of August 28, 2007. Officer Czaplicki has been with Warwick Township Police Department for fourteen (14) years.

**Motion by Mr. Thompson to accept the resignation of Stephen Czaplicki from the Warwick Township Police Department, effective August 28, 2007.
Second to motion by Mr. Cox.**

Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

June 4, 2007
page 3 of ten pages

Ms. Algeo asked that the Manager thank Officer Czaplicki on behalf of the Board, for his years of service.

⇒ FAC and Treasurer Recommendation - Borrowing for Open Space (exhibit)

Ms. Weniger noted that during the past couple of meetings borrowing for open space has been discussed at length. She reminded the public that the Board of Supervisors has the ability to incur electoral debt to \$7,000,000 (seven million dollars), although at this time the recommendation is to borrow only a portion of the total. In addition, Ms. Weniger shared with the Board that a new property has just come into play that Warwick Township can partner with DCNR for the total of \$155,000 (one hundred fifty five thousand dollars) being invested by each party.

Ms. Weniger also reported that she has met with the Financial Advisory Committee and consulted with the Financial Advisory to determine the best way to secure a loan for borrowing between 2.5 and 2.8 million dollars. The recommendation from all parties is to do a competitive bank borrowing, showing a one, three and five year fixed rate with a term of 20 to 25 years. The reason for this type of borrowing is that we anticipate that more properties will come along in the future and at that time, this may be rolled into a bond issue for a larger amount. Ms. Weniger stated the question is how much the Board wishes to borrow now that this new property has come into play. The other part of the FAC recommendation is to use Mary Eberle's firm, specifically, Steve Moyer, as our counsel in this matter and to have the Financial Advisor do the request for proposals and evaluate them. His cost is estimated at \$7,500 for doing that.

Mr. Thompson asked about a straight conservation easement for buying the development right for a property. Ms. Weniger said The Heritage Conservancy had originally asked the County to participate. Heritage Conservancy then applied to and received a DCNR match for the property. The County may not be able to provide the anticipated funding on this property for a cost of \$155,000 and Warwick is being assess for interest in being the matching funds partner in this conservation for \$155,000. Mr. Thompson asked when we would receive a copy of the conservation easement settlement for the property. Ms. Weniger said we need to indicate that we are interested in participating and get Steve Moyer involved and he would work with the Conservancy on the details of the preservation. Ms. Weniger explained the Board can authorize the borrowing tonight and authorize staff to look into the details of a conservation easement which would be before the Board for consideration at a later date.

Motion by Mr. Thompson to authorize borrowing \$2,665,000 (two million six hundred sixty five thousand dollars) for open space acquisition per the recommendations of the Financial Advisory Committee.
Second to motion by Mr. Cox.

Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously

Ms. Weniger noted that this amount will be deducted from the electoral debt total of \$7,000,000 (seven million dollars).

⇒ Newsletter RFP – FAC and Coordinator Recommendation (exhibit)

Ms. Weniger reported that Dan Sharapan, Director of Parks and Recreation will present this matter because Ms. Weniger noted that these matters are usually handled administratively by the manager, but believes she has an ethical conflict and has not been involved with this matter. She reports that her sister is one of the graphic designers being considered.

June 4, 2007
page 4 of ten pages

Mr. Sharapan explained that we did an RFQ and we have a recommendation from the Financial Advisory Committee. Dan explained that when broken down, the design cost was only \$30.00 difference from five different contractors. The mailing costs differed \$300 among the five different contractors. After all review, the Finance Committee recommended Picture Perfect Graphic Design for the design phase and CP Printing for the printing phase of the newsletter. The Board was in agreement with this recommendation.

At this point, Chair Algeo turned the meeting over to Vice Chairman Thompson, disclosing a conflict with the matter to be presented.

⇒ New Life Christian Center (exhibit)

Ms. Weniger reported that New Life Christian Center will present to the Board of Supervisors their application for what they propose to do. They are presenting a concept plan because they have numerous issues that need zoning relief, and they want to get feedback from the Board before moving forward with their plan to the Zoning Hearing Board.

John Teets, architect for applicant, distributed drawings/concept plan for the project. Mr. Teets introduced Doug Waite, applicant engineer and Pastor Andrew Columbia. Mr. Teets noted changes from the original plan that was introduced several months for expansion of the existing site. Mr. Teets described a sanctuary of approximately 300 seats and administrative space, youth space etc. Mr. Teets noted the number of variances has decreased. There will be no variances in terms of residential separation on either side and applicant has met parking requirements based upon seating. Mr. Teets also explained that somewhat larger signage is required because of visibility and safety along Almshouse Road.

During lengthy discussion, Mr. Waite listed variances requested and noted that the proposed building is 11,159 square feet, the proposed impervious coverage is 47% while 30% is allowed, and also spoke of building height, steeple height, etc. Mr. Waite noted that applicant does not believe the trees on the property constitute woodlands.

Mr. Thompson said there are lot of variances but there is not enough detailed information and the plan fails to list the surrounding properties. Mr. Thompson commented on the requested variance from buffer and associated plantings. Applicant states that a landscaping architect has not been involved with the project yet. Mr. Thompson believes applicant should show what is intended and agrees with applicant regarding parking spaces. Mr. Thompson reminds that the building height needs a variance and suggested that applicant submit renderings so the Board can see what the building will look like. Applicant displayed a rendering, pointing out roof peak, steeple height, and stating that the steeple will be set back, etc. Mr. Teets also noted the rendering shows a new front over the existing building.

Mr. Thompson said he agrees with applicant regarding parking spaces and believes the building height needs a variance. Mr. Thompson also believes people will not need signs because of the steeple. Mr. Teets explained that existing signs will be gone.

Dave Connell, Township Engineer, offered to work with applicant to help determine which trees are to be removed. Mr. Thompson asked about the road improvements regarding drainage on that side. Mr. Teets said the drainage will be altered, with slight relocation. Mr. Thompson asked about the four future parking spots. Mr. Teets said it is preferred not to put parking in front of the building, but during engineering things can happen and that gives us space if needed.

June 4, 2007
page 5 of ten pages

Mr. Cox commented that the sign appears to take 50% of the space of the wall. Mr. Teets clarified that the 47 feet is to the peak of the roof and over 90% of the building is within the 35 feet height allowance. Mr. Cox also stated concern because the drainage in that area is horrible, pointing out that Almshouse Road just to the west, floods on a regular basis. Mr. Connell notes that PennDOT will look carefully at that storm drainage. Mr. Connell also spoke of the initial proposal for an underground stormwater system but there was infiltration testing and they found the percolation rate to be rather bad. Applicant notes they are facing challenges with this issue.

Mr. Thompson said it is a beautiful building and he has no problem with the rear yard setback; there is no problem with the buffer in the front; there is no problem with the parking; there is no problem with the steeple which may even add to the Township. Mr. Thompson is asking to see more detailed plans on how infiltration will work with the impervious surfaces and believes this issue should be resolved before applicant goes to the Zoning Hearing Board. Mr. Thompson said his main problem is the sign variances and wants to see more detail about the signs. Mr. Teets said applicant can drop off more details in the morning.

Mr. Cox agrees with Mr. Thompson regarding signs. Mr. Cox also commented that there may be residents who have concerns with changes in buffering.

Ms. Weniger referred to item #3 of CKS' letter, dated May 14, 2007, regarding the wetland margin. Ms. Eberle explained that it is "x number of feet, or to the limit of hydric soils". Mr. Connell reminded that this issue needs to be put on the list of things to discuss when discussing woodlands.

Ms. Eberle notes since applicant is going to the Zoning Hearing Board in July, there is an opportunity for answers to the Board of Supervisors' questions and more details, prior to the Zoning Hearing Board date. Mr. Connell told the applicant that the Board may ask for assurance that a stormwater runoff problem will not be created, and what applicant is going to do.

Ms. Algeo resumed her position as chair.

⇒ Bill Payments – June 4, 2007 (exhibit)

General Fund		
Check N ^o : 13948 – 14001	\$	125,239.49
Parks & Recreation Fund		
Check N ^o : 4032 – 4048	\$	13,403.93
Open Space Fund		
Check N ^o : 336 - 337	\$	12,843.60
Capital Projects Fund		
Check N ^o : 973 - 975	\$	13,314.49
Capital Projects Fund		
Check N ^o : 976 - 979	\$	1,065.20
TOTAL	\$	<u>152,552.22</u>

June 4, 2007
page 6 of ten pages

Motion by Mr. Thompson to approve Bill Payments for June 4, 2007, as presented, subject to audit.

Second to motion by Mr. Cox.

Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

⇒ Treasurer's Report - March 2007 (exhibit)

General Fund	\$	3,197,479
Firehouse and Equipment		725,275
Road Machinery Fund		121,813
General Obligation / Sinking Fund		309,355
Open Space Fund		26,091
Capital Projects Fund		1,242,700
Highway Aid Fund		5,143
Park and Recreation		373,426
Capital Reserve		<u>600,256</u>
Total	\$	<u>6,601,538</u>

Motion by Mr. Thompson to accept the Treasurer's Report for March 2007, as prepared by Rose Christie, Finance Director, subject to audit.

Second to motion by Mr. Cox.

Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously

■ **ASSISTANT MANAGER'S REPORT:**

⇒ 2115 Wynne Way

Tom Scott presented this request from the lot to make a change in the grading. The owners plan to install a swimming pool and part of the proposed work is to remove a berm along the back of the lot. Mr. Scott notes this is not a variance request. Mary Eberle, Township Solicitor, clarified this is an amendment to the final plan.

The owner, Mr. Shvartsburg, was present and explained his request. Mr. Shvartsburg has letters from neighbors noting approval for this request. Dave Connell, Township Engineer, showed the berm on the plan and believes the berm was for aesthetic purposes, and not for stormwater management.

Mr. Thompson is concerned that removal of this berm will cause problems. Mr. Cox asked how removal of the berm will affect drainage. Mr. Connell feels this should not cause problems.

Ms. Algeo explained that there is concern that some of the neighbors, even though they have given permission, may be coming in some day because there is a problem with drainage.

Mr. Shvartsburg points out that he is the only one who has not regarded his own lot.

June 4, 2007
page 7 of ten pages

Motion by Mr. Thompson to approve removal of berm/hill at 2115 Wynn Way, as requested.

Second to motion by Mr. Cox.

Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

⇒ 2140 York Road - sign (exhibit)

Tom Scott noted this location is in the York Road Corridor Overlay District and the new occupant wants to make changes to the existing free-standing illuminated sign.

Applicant, Mr. Switzer was present to present his proposed change for the existing sign.

Mr. Scott noted that the Fire Marshal would request the address to be placed on the sign.

Motion by Mr. Thompson to approve the proposed sign change at 2140 York Road as proposed.

Second to motion by Mr. Cox.

Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously

■ **SOLICITOR'S REPORT:**

Mary Eberle, Township Solicitor, stated that she has nothing to report this evening.

■ **ENGINEER'S REPORT:**

⇒ York Road/Deer Run Traffic Signal – Resolution N^o 2007-22 (exhibit)

Dave Connell, Township Engineer, presented a resolution as a first step in the process of initiating application to PennDOT for permission to install a traffic signal at Deer Run Drive and Route 263. Mr. Connell noted that included in the Board's packets is the denial from PennDOT form 2003 and a proposed letter to PennDOT asking if they considered that there is a school there.

Mr. Thompson said he does not understand the speed limits on Route 263, specifically, north of Almshouse it is 45 mph and then it changes 55 mph. Chief Costello reminded that Warwick had petitioned PennDOT to reduce the speed limit on Route 263, and as a result of a study from Bristol Road to Sugar Bottom Road, that was the area that met the criteria for speed reduction.

Motion by Mr. Thompson to approve Resolution N^o 2007-22, requesting PennDOT to approve installation of a traffic signal at the York Road and Deer Run Road intersection.

Second to motion by Mr. Cox.

Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously.

June 4, 2007
page 8 of ten pages

Ms. Weniger reports that we have received a letter from the Middle Bucks Institute of Technology for installation of a traffic signal and Diamond Ridge Camp is also supportive of this action.

⇒ Warwick Office Park, Escrow Release N^o. 10 (exhibit)

Dave Connell, Township Engineer, presented Warwick Office Park, Escrow Release N^o. 10 in the amount of \$17,334.00.

Mr. Thompson asked about the road from the post office and said he thought there was supposed to be a cut-through for a hookup at a future date. Mr. Thompson also said they were supposed to block the entrance. Mr. Connell will look into this matter.

**Motion by Mr. Thompson to approve Warwick Office Park, Escrow Release N^o. 10, in the amount of \$17,334.00 (leaving a balance of \$702,367.99), as presented by the Township Engineer.
Second to motion by Mr. Cox.**

Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously

■ **OLD BUSINESS:**

➤ Mr. Thompson believe we should clarify our request to the Engineer regarding the walking trail at Moland Park.

Ms. Algeo believes that we asked the Engineer to tell us what we need to do to get the permits to start the project, do we need engineering studies, or can we just call and request a permit. Mr. Connell said DEP will require specific detail of what we intend to do and how we intend to meet their requirements. First, we need to resolve the right of way question and then we have to put that together on a plan to make an application. There will be some amount of surveying and a certain level of engineering and putting together specific details in order to procure the permits. Ms. Algeo asked if we need the entire path laid out for the permits. Mr. Connell said we need to lay out anything for which we need permits and materials that will be used. Mr. Thompson asked if we need a plan for an eight foot trail under bridge. Mr. Connell said yes, because environmental permits are needed. Mr. Connell estimates that plan would cost several thousand dollars for surveying and preparing a plan with precise topography and procuring the information required. Mr. Thompson asked, can we put a trail in a flood plain. Mr. Connell said yes.

**Motion by Mr. Thompson to authorize the Township Engineer to prepare a plan for a walking trail under the Route 263 PennDOT bridge, not to exceed \$10,000.
Second to motion by Mr. Cox.**

Chair Algeo invited comment or discussion. There being none, the vote was called.

Motion passed unanimously

➤ Mr. Thompson referred to the Manager's report and asked about fee breakdown for the Park & Rec. Budget, stating Cutler gave a number of \$64,500. Ms. Weniger explained they still owe us more, but that amount is what we have.

June 4, 2007

page 9 of ten pages

➤ Ms. Algeo asked about the Fire Company's audit. Ms. Weniger said she has spoken with the Fire Company Treasurer who said this may take a couple more weeks. Ms. Weniger said she has spoken with our auditor and we are fine.

➤ Ms. Weniger talked about the pedestrian bridge and explained that this dates back to 1999. During an initial meeting, it was determined that Warwick Township and Buckingham Township would take ownership of the pedestrian bridge after it was built. At that time, Warwick adopted a resolution for this; and Ms. Weniger has called Buckingham to do their part. Ms. Weniger is asking if she should send a letter to Buckingham regarding this matter. Mr. Thompson said that this was done at a Buckingham meeting.

■ **NEW BUSINESS:**

➤ Ms. Algeo made a motion that the Board directs the Solicitor to start exploring the possibility of acquiring the assets, projects and liabilities of the Water and Sewer Authority. John Cox seconded the motion.

Mr. Thompson asked that this matter be tabled until the next public meeting to allow an opportunity to resolve issues prior to June 18, 2007. The Board was in consensus to table this matter.

➤ Ms. Weniger stated the Millbrook Society is asking to have an archeological dig at the Moland House. Ms. Weniger pointed out that the Historical Society runs the Moland House and the property around the Moland House. Ms. Weniger believes since the goal is for the public to come to the house, and the property, the Millbrook Society and Historical Society should be instructed to work together. She asked the Board to confirm that they would like this position to be relayed to both groups along with direction to hold programs that are inclusive of the public at the house. The Board members were in agreement with this direction.

➤ Mr. Thompson commented that Stony Road, coming from Bristol, continues to deteriorate and we should be looking at what we need to do there. Ms. Weniger had the Roadmaster check on this and asked for some numbers for the next budget.

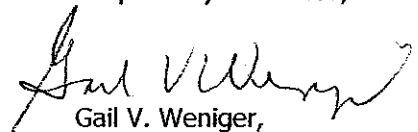
■ **PUBLIC COMMENT:**

➤ There was no public comment.

■ **ADJOURNMENT:**

The June 4, 2007, Warwick Township Board of Supervisors' public meeting was adjourned at 8:55 p.m.

Respectfully submitted,


Gail V. Weniger,
Township Manager/Secretary

These minutes were approved at the
Board of Supervisors' meeting held: **June 18, 2007**

June 4, 2007

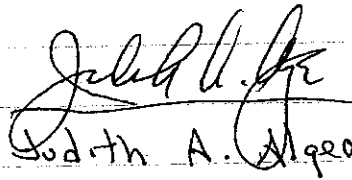
page 10 of ten pages

DISCLOSURE

I, Judith Algeo do hereby disclose that I have a conflict of interest in the matter of New Life Christian Center. The nature of my conflict is my partnership in the law firm of Eastburn & Gray which represents the Applicant.

6/4/07

Date


Judith A. Algeo